

LICENSING SUB-COMMITTEE

MINUTES OF MEETING HELD ON MONDAY 24 JULY 2023

Present: Cllrs Jon Andrews, Susan Cocking and Emma Parker

Officers present (for all or part of the meeting):

Elaine Tibble (Senior Democratic Services Officer), Philip Crowther (Legal Business Partner - Regulatory) and Aileen Powell (Licencing Team Leader)

Also present: J Cornish, G Yeatman (Applicants)

G Dovey, J Herbert, S Hughes, K Hughes, J Nicol, K Randall, S Randall, K Nicol (on behalf of M Strachan) (in objection)

50. **Election of Chairman and Statement for the Procedure of the Meeting**

Proposed by Cllr Jon Andrews, seconded by Cllr Susan Cocking.

Decision: that Cllr Emma Parker be elected as Chairman for the duration of the meeting.

51. **Apologies**

Apologies for absence were received from Cllrs Sarah Williams and Paul Harrison, substituted by Cllrs Jon Andrews and Susan Cocking

52. **Declarations of Interest**

No declarations of disclosable pecuniary interests were made at the meeting.

53. **Urgent items**

There were no urgent items.

54. **New Premises Licence Application for Deans Court, Deans Court Land, Wimborne, Dorset**

The Licensing Team Leader presented the application for a new premises licence for Deans Court, Deans Court Lane, Wimborne, Dorset for regulated entertainment, the sale of alcohol, on and off the premises, and late-night refreshment.

The Licensing Team Leader explained that there was a complex licence already in place and outlined the hours requested by the applicant for the new licence. Dorset Police had requested 3 conditions to be added to the licence if granted.

The Licensing Team Leader explained that the venue had requested a number of Temporary Event Notices (TEN) each year and that it could be beneficial to have a licence in place to alleviate the requirement of applying for a TEN.

Nine representations relating to the application had been received and the one relating to wildlife was to be ignored as this was not one of the licensing objectives.

Sub-committee members, the applicant and objectors were given the opportunity to ask questions of the Licensing Team Leader.

The applicants introduced themselves, outlined their experience at the venue and gave a detailed history and context of the venue. It's primary focus being a wedding venue. Having had meetings with Licensing, Dorset Police, Environmental Protection and the Fire Service, the applicants felt that there were a number of illogical conditions on the current licence. A new licence would tidy these up and also enable the venue to offer extended timescales to clients without the need to apply for and charge extra for a TEN.

The venue had hosted weddings since 2011 with no history of problems with the Licensing Authority. In addition to weddings, other activities included occasional school proms, baby showers and private functions. There were no plans to do any public ticketed events.

Any noise complaints were always logged and acted upon immediately.

Sub-committee members, the Licensing Team Leader and objectors were given the opportunity to ask questions of the applicant.

In response the applicants suggested that their request for the new licence to cover 7 days a week, was just a blanket model and they would be happy to restrict the later timings to just Friday and Saturday. A number of TENs had been requested in the last year with no objections and the venue always applied the overarching conditions of their licence.

There were questions and concerns from objectors regarding acoustic sound tests and noise readings, however no concerns had been raised by Environmental Protection.

Comfort break 11:27 – 11:37

Following the comfort break those present who had made representations were invited to put their case forward.

The main concerns raised were in relation to noise coming from the marquee and the on-site accommodation where guests often stayed. As there was no formal measurement of sound it was considered subjective and therefore unqualified, the noise nuisance was more predominant in summer months when residents would have their doors and windows open.

Those present were given the opportunity to ask questions following each representation.

Following the opportunity of all those present to ask questions of all parties everyone was given the opportunity of summing up their cases.

In summary the concerns of those who had made representations were around the issue of noise and disturbance. There was a desire to implement a noise management scheme going forward. The applicant stressed that they just wanted the option to operate a little later on Friday and Saturday nights and if appropriate, a noise management plan could be agreed with Environmental Protection if it was considered necessary.

The Licensing Team Leader reminded the sub-committee that there had been no concerns raised by Environmental Protection who were Dorset Council's experts.

55. **Exempt Business**

Proposed by Cllr Jon Andrews, seconded by Cllr Susan Cocking

Decision

That the press and the public be excluded for the following item(s) in view of the likely disclosure of exempt information within the meaning of paragraph 3 of schedule 12 A to the Local Government Act 1972 (as amended).

The sub-committee retired to make their decision.

Decision: To GRANT a Premises Licence with amended hours, together with the usual mandatory conditions, and the conditions consistent with the Operating Schedule and the conditions added by the Licensing Sub-Committee as set out below, to permit the following:

Recorded and live music (indoors and outdoors):

Sunday to Thursday 0800 to 2300 hours
Friday and Saturday 0800 to 0000 hours

Late night refreshment:

Sunday to Thursday 2300 to 0000 hours
Friday and Saturday 23:00 to 0030 hours

Sale of alcohol (on and off the premises):

Sunday to Thursday 0800 to 2330 hours
Friday and Saturday 0800 to 0030 hours

Conditions consistent with the Operating Schedule and Conditions proposed by Dorset Police as agreed by the Applicant and Conditions added by the Licensing Sub-Committee

1. The Premises License Holder shall maintain a written record of all persons authorised to sell alcohol at the premises which shall be available on request by an authorised officer of the Licensing Authority or the Police
2. The Premises Licence Holder or another competent person shall carry out observations in the vicinity of the properties at Deans Court Lane, on at least three occasions between 21:00 and 23:00 on Sundays to Thursdays and on at least four occasions between 21:00 and midnight on Fridays and Saturdays during licensable events taking place in the Marquee in order to establish whether there is a noise breakout from the Marquee. A written record of such observations shall be completed immediately after the observation detailing the time, location and duration of the observation, the level of noise breakout and any action taken to reduce noise breakout. Such records to be made available upon request to an authorised officer of the Licensing Authority or the Police
3. A direct telephone number for the manager on site at the premises shall be publicly available at all times the premises is open. This telephone number is to be made available to residents and businesses in the vicinity.
4. The Premises Licence Holder shall publish the dates of all events on its website as soon as practicable after the event is booked.
5. No unaccompanied under 16 year olds will be admitted into the premises
6. Before each event when licensable activities are taking place at the Premises, the Premises Licence Holder must carry out a written risk assessment to determine if door supervisors shall be required for the event. The risk assessments shall be kept by the Premises License Holder and made available to a Licensing Officer or the Police on request.
7. The Premises Licence Holder will adopt a "Challenge 25" policy where all customers who appear to be under the age of 25 and attempt to purchase alcohol or other age-restricted products are asked for proof of their age. The following proofs of age are the only ones to be accepted: Proof of age cards bearing the "Pass" hologram symbol; UK Photo Driving licence; Passport and/or: armed forces card.
8. The Premises Licence Holder shall ensure that an "Incident report register" is kept, in which details of all disorderly incidents are recorded. Any such incidents must be recorded as soon as possible and in any event no later than close of business on the day of the incident. The time and date when the report was completed, and by whom, is to form part of the entry. The register shall be produced to an authorised officer of the Licensing Authority or the Police when required.
9. All events must pre-arranged with no free access or ticket sales to the general public.
10. The Premises License Holder shall ensure that all event bookings will be recorded on an official booking form, prior to a function taking place and records kept will be made available on request to an authorised officer.
11. A clear notice shall be displayed at every exit from the premises to instruct customers to respect the needs of local residents and leave the premises and the area quietly.

12. All external lights shall be turned off once staff and patrons have left the premises.
 13. The Premises License Holder shall maintain a written record of all complaints received which shall include the action taken to resolve complaints. Any such complaints must be recorded as soon as possible and in any event no later than close of business on the day of the complaint. The record will be made available on request to an authorised officer
 14. Within 3 months of the provision of this licence, a Noise Management Plan (NMP) shall be produced by a suitably qualified and appropriate person. It shall include mitigation measures which can be undertaken to reduce the potential for public nuisance. A new NMP shall be produced if any changes are made that are likely to see an increase in the volume or nature of the regulated entertainment which may give rise to complaint, and this shall be forwarded to the licensing authority for consideration within 4 weeks of those changes. Any NMP and its contents/actions must be agreed with the licensing authority. The NMP will include (but not limited to) when sound checks may be conducted, the times of the performance and shall cover any other noise sources such as generator noise.
 15. There shall be no events where music is the main purpose. If there is any dispute about whether music is the main purpose of an event, the Licensing Authority's Service Manager – Licensing and Community Safety's decision shall be final.
 16. The premises licence holder shall provide training for all staff to ensure that they are familiar with all means of ingress and egress and the appropriate procedures in case of any emergencies that require an immediate evacuation of the premises. A record of the training shall be maintained and shall be available upon request by an authorised officer of the Licensing Authority or the Police
 17. The premises license holder shall ensure that all persons providing the regulated entertainments (eg bands and DJs) are briefed on emergency procedures.
 18. Parking shall be provided on the Premises.
 19. Not less than 3 months before a large event takes place, the Premises Licence Holder shall give notice to the Licensing Authority, the Police and the Fire and Rescue Service and provide an event management plan to include:
 - a. The type of event
 - b. A plan of the premise showing any structures and facilities
 - c. A security plan
 - d. A road management plan
 - e. An emergency access plan
 - f. An extreme weather policy
 - g. The maximum number of people permitted at the event including staff and performers and not to exceed 4,999
- these details shall be approved in writing by all three authorities prior to the large event.
20. At any large event the number of persons on the Premises at any one time shall be counted by mechanical means and a written record kept which shall be made available to an authorised officer of the Licensing Authority and the Police.
 21. For the purposes of conditions 19-21, a large event is an event where 1000 or more persons could attend over a 24 hour period.

Duration of meeting: 10.00 am - 1.50 pm

Chairman

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